



Becoming an Adapt Learning Collaborator

Adapt Learning: Becoming a collaborator

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Definition of Adapt Learning Collaborators

There are various degrees of involvement in the Adapt Learning project. The 'Collaborator' level has been defined on our governance page as follows:

- **Collaborator**
Collaborators are members of the core team, i.e. they have direct access to and maybe even ownership of parts of the core codebase. They work on the project in line with the vision and are self-guided or led by the steering group. This may include work on maintaining or developing features in line with the strategy and roadmap of the project.

There is therefore a key difference between contributors and collaborators on the Adapt Learning open source project. In summary:

- **Contributors** essentially do what they want and offer the end result of their efforts back as a contribution to the community and the project leadership.
- **Collaborators** give resource (mostly people's time) and work under the leadership of the project, i.e. the project manager or discipline lead assigns the work for the person who joins the core team. In essence, this means they work with and for the project leadership to create end results, which are directly aligned to the vision.

Collaborators are required to sign up to the project's vision and principles and essentially work on the day-to-day tasks on the project. The more they achieve, the greater their sphere of influence. Collaborator status is 'given' for the period during which an organization or individual gives an agreed time / resource to the project. If the collaborator's time commitment lessens or drops, the collaborator status expires automatically.

Collaborators do not automatically become Steering Group members. The Steering Group are a number of representatives from the Adapt Learning community, who are heavily involved in the project, fulfill specific roles on the project and make strategic decisions. Steering Group places are awarded for significant, ongoing contribution to the Adapt Learning project (i.e. the collaborator path) or by direct appointment from the existing Steering Group as and when specific Steering Group roles become vacant.

Benefits of being a collaborator

There are many benefits of becoming an Adapt Learning Collaborator. As collaborators, we are able to achieve something great together, which we could not achieve individually, and are doing something positive for the learning industry while meeting our own needs along the way. The basic premise is that we don't differentiate on technology but rather great customer service.

Direct benefits of being a collaborator:

- Marketing around technology innovation and increased international visibility
 - Collaborators benefit from increased international visibility of the Adapt project. In October 2014, the project has reached more than 22,000 people worldwide across 153 countries (a full breakdown is available upon request).



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- Collaborators are able to use the Adapt Learning logo and brand and can speak on behalf of Adapt Learning. Collaborators are actively involved in driving for change in the industry and innovating.
- Support with marketing efforts from the Adapt Learning project leadership.
- Lead generation through increased visibility in the marketplace.
- Support from and direct access to the core team: Collaborators are part of the core team and have direct and regular communication with the core developers and project leadership. The core team are supporting collaborators to get up to speed on the technology stack, the Framework and the authoring tool. (Hence we have a minimum commitment in terms of contribution)
- Greater expertise – as part of the core team, Collaborators develop a high level of expertise on the framework and tool.
- Collaborators are able to influence the project's direction by doing core work and are thus better able to keep the framework and tool fit for purpose for their needs.
- Collaborators are able to pool resource and share the maintenance and feature development costs.
- Collaborators work in partnership and are able to share work to win bigger projects. Collaborators also learn from each other. There have also been several instances where collaborators have partnered to take on larger client projects.
- Collaborator organisations are able to offer their staff exciting development opportunities by getting them involved in the Adapt Learning projects, which helps staff morale and retention.

Process – becoming a collaborator

Generally, aspiring organisations or individuals should follow these steps to initiate the process of becoming an official Adapt Learning collaborator:

- Satisfy pre-requisites
 - Be visible and active in the community, contribute to the discussions and answer other people's questions
- Find a sponsor in the steering group
 - Express interest and talk through motivation and what it means to be a collaborator
- Send a written note for the sponsor to take to the steering group
 - The note should include:
 - A clear offer of the time commitment and, if the aspiring collaborator is an organisation, the names of the designated individual(s).
 - A statement saying the aspiring collaborator signs up to principles and vision of the Adapt Learning project
 - A confirm of the understanding that work is allocated by the Adapt Learning leadership team
- Await decision by the Adapt Learning steering group will
 - Honour a failed application with a response including an honest rationale
 - Assign the new individuals into the buddy system for successful applications
- There will be a review / probation period (of around 3 months)



Decision making criteria for applications

For organizations:

If the applicant is an organization, the following considerations apply:

- The Adapt Steering Group need to understand the applicant's motivation and how this aligns with our vision
- The applicant needs to understand the difference between contributors, collaborators and the steering group
- The applicant needs to exhibit suitable behaviours via one or multiple individuals
- The applicant needs to make an official, written application including the suggested commitment or time / resource
- The Adapt Steering Group needs to assess the application on the basis of the individual(s) – any commitment hinges around the acceptance of the individual put forward by the organisation into the core team

Individuals:

If the applicant is an individual, the individual will be assessed on the basis of capability and personal characteristics, to ensure fit with our values and culture of the core team

Personal characteristics:

- Character and communication style fits into the core team
- No significant language barrier
- Clear and concise communicator
- Pro-active with helpful attitude
- Willing and able to learn and adopt our way of working
- Delivers according to promises

Capability:

- Technically capable for the role; manageable learning curve
- E.g. familiar with the technology stack
- E.g. demonstrated ability to write quality code
- E.g. demonstrated ability to write documentation